



**MINUTES OF THE REGULAR BUSINESS MEETING OF THE
CIVIL SERVICE COMMISSION
MAY 8, 2014**

CALL TO ORDER

The Regular Meeting of the Civil Service Commission was called to order at 5:30 p.m. in the Large Conference Room, Second Floor, National City Civic Center, on Thursday, May 8, 2014.

ROLL CALL

COMMISSION MEMBERS PRESENT: *Raphael Courtney*, Chairperson
 Leslie Coyote, Vice-Chairperson
 Alyssa Graham, Commissioner
 Fred Puhn, Commissioner
 William Sendt, Commissioner

COMMISSION MEMBERS ABSENT: None

STAFF PRESENT: *Stacey Stevenson*, Director of Administrative Services
 Lilia Muñoz, Human Resources Analyst

REPRESENTATIVES PRESENT: None

SALUTE TO THE FLAG

Commissioner Graham led the pledge of allegiance to the flag.

PUBLIC COMMUNICATIONS

None

APPROVAL OF MINUTES

Regular Meeting of March 13, 2014

Action: Motion made by Coyote, seconded by Graham, and unanimously carried to approve the regular meeting minutes of March 13, 2014.

REPORTS FOR FILE

Personnel Report Report of Vacancies

Action: Motion made by Puhn, seconded by Graham, and unanimously carried to accept and file the Personnel Report and the Report of Vacancies as presented to the Commission.

UNFINISHED BUSINESS

A. Election of Officers

Director Stacey Stevenson reminded the Commission that this was on their agenda at their last meeting, but due to the absence of Commissioners you decided to carry it forward to this meeting.

Commissioner Sendt nominated Coyote for the Chairperson and the nomination was seconded by Puhn. There were no other nominations. All AYES. Vice-Chairperson Coyote is the new Chairperson.

Commissioner Graham nominated Puhn for the Vice-Chairperson and the nomination was seconded by Coyote. There were no other nominations. All AYES. Commissioner Puhn is the new Vice-Chairperson.

NEW BUSINESS

A. Commission to approve absence of Commissioner Sendt from Civil Service Regular Meeting of March 13, 2014 (per CS Bylaws Article III, Section 6)

Director Stacey Stevenson provided the Commission a recommendation on how to incorporate the reference to Hearing Procedures in their Bylaws. She suggested to add language under Article VII, Section 1.

Action: Motion made by Graham, seconded by Puhn, and unanimously carried to approve absence of Commissioner Sendt from Civil Service Regular Meeting of March 13, 2014.

STAFF COMMENTS

Director Stacey Stevenson informed the Commission that providing a report to the City Council had been changed to leaving it up to the Boards and Commissions on when they wanted to come forward with their report. She suggested to have the outgoing Chair provide the report and introduce the new Chair.

Director Stacey Stevenson also informed the Commission that the City Council was taking a legislative recess during the month of July; no meetings during the month of July. In addition, she informed them that on their next agenda there would probably be a City Attorney presentation on Rosenberg's Rules of Order.

COMMISSIONER COMMENTS

Commissioner Courtney reminded the Commission on the Ethics Training. Commissioner Sendt suggested offering the class at a later time to accommodate Commissioners that work. Director Stacey Stevenson would look into that.

ADJOURNMENT

Action: Motion made by Courtney, seconded by Sendt, and unanimously carried to adjourn the regular meeting at 6:06 p.m., Thursday, May 8, 2014, to the next regular meeting of the Civil Service Commission on Thursday, July 10, 2014, at 5:30 p.m., in the Large Conference Room, Second Floor of the Civic Center, 1243 National City Blvd., National City, CA 91950.



CHAIRPERSON



DATE APPROVED

Special meetings may be called by the Chairperson upon the recommendation of the Personnel Director to consider matters requiring a timely resolution in accordance with the Ralph M. Brown Act per Government Code Section 54950, et. Seq.